



Tillamook Urban Renewal Agency

210 Laurel Avenue
Tillamook, Oregon 97141

Phone: 503-842-2472

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AGENCY MEETING MINUTES

TILLAMOOK FIRE STATION

5:30 P.M., Tuesday, March 17, 2009

1. Call the meeting to order-The meeting was called to order at 5:35PM
Roll Call: Carolyn Decker, Sean Lambert; Suzanne Weber, Sally Clay. Absent:
Carol Brown, Tom Jayred, Mark Gervasi.
Guests: Doug Henson, Chris Kell, and Aaron.
2. Approval of Minutes from January, 20, 2009. Carolyn made a move to accept the Minutes from January 20, 2009 as read. Motion seconded by Sean. All in favor, motion passed.
3. Financial Report- Financial report handed out. Marilyn Phaegly presented and explained the Financial report of October 2008, January 2009, and February 2009. Carolyn made a motion to accept the Financial report as presented by Marilyn Phaegly. Seconded by Sean. All in favor, motion passed.
4. Invoice approval- Invoices were presented for approval from Muddy Waters, Tom Jayred, and County Assessor. Suzanne made a motion to approve and pay all invoices. Sean seconded the motion. All in favor, motion passed.
5. Discussion of February Workshop. Carolyn thought the workshop was good. She commented that we should listen to all ideas and be positive. Sally thought the workshop was good as well. She thought that each of the board members should take a previous report that has to do with the betterment of the City of Tillamook and glean points out of the report that would pertain to what our goals are. Then report back to the whole board and start the committee process of what we want to do.
6. NEW BUSINESS
 - Ingrid Weisenbach-ODOT US 101/OR 6 project- Everyone except Sally had attended a meeting or was on the committee. Talked about property owners and what they were to do while waiting for ODOT to do something in Tillamook. CH2MHill looking at a short term project for a sooner rather than later project. Talked about downtown and what ODOT could do in the downtown area that would cause less congestion for the travelers. Ms. Weisenbach was looking for suggestions for smaller projects. Is likelihood to

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make sidewalks narrower or take out parking on Main Street. Doug assured Ms. Weisenbach that the basements did not come to the curb except in one case.

- New board member- Motion by Sean to accept Don Hurd to be on the Board of Directors of the Urban Renewal Agency. Suzanne seconded the motion. All in favor, motion passed. Don joined the board.
- April Workshop-Sean was concerned that without having a meeting every month we would be missing on business we had to attend to. Suzanne talked about the City Council meetings that have workshops first and business meeting after. Suzanne made the motion to have a workshop every other month and to have a business meeting after. Carolyn seconded the motion. All in favor, motion passed.
- Administrative Assistant position- Talked about what the tasks should be. Sean and Sally to get together and make a preliminary Job Description for immediate and future needs. Talked about overhead charges if employ someone from the city. Will need further discussion.

7. Concerns of the Board

- Discussed the website. Talked about putting together our own website and keep it current. Suggested to have a link to the City of Tillamook. Guest, Aaron, offered to help if that was feasible. Was discussed that we would have our own control of the website and would not have to rely on the City.
- Budget-Don wanted to know about the Budget and make sure the Agency was doing budget according to laws of State. Was assured we were. Explained why we used the City's Budget Committee last year. Sally advised that Rick Adams would help with the Budget this year as well. Sally advised all that an Audit was done last year along with the City Audit. Several new board members would like to have a copy of the Budget. Was advised everyone will get in the notebooks that were being done for everyone.
- Concern where to meet. It was brought up that the fire hall was not always available. Discussion as to where else to meet-Suzanne and Carolyn to look into and report back.

8. Public Market-Doug Henson

- Doug said that dialogue was on going with the owner of the IOOF building, Jon Janeck. He said that it is critical that Jon Janeck realize how much it will take to run the Public Market. Doug will be meeting soon with Jon, the committee, and Tom Jayred.

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- Doug talked about subsidizing rent for the market. Jon's initial contact with Doug was not concerned about rent. He said that Jon is used to starting a project and people just come to him with proposals. That has not happened in Tillamook except for the TRA request.
- Doug will have a prepared document what is needed for the market
- Chris Kell will be going to San Francisco in April to learn more about Public Markets—paid for by TRA.
- Doug feels that the URA could give perks to Jon J. and work with the city or PUD. He thinks an incentive package would be good.
- The TRA would like to do 3 things in the IOOF Building—the Public Market, a small convention center, and a certified kitchen.
- Meeting adjourned 7:30 PM
- Next meeting April 21, 2009 at 5:30 PM . Meeting place to be announced

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